Latter, Harriet M [Committee on University Extension] Aug 1917

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FROM THE SECRETARY OF THE
COMMITTEE ON UNIVERSITY EXTENSION:
THE SUMMER SESSION;
SPECIAL COURSES FOR TEACHERS;
LOCAL LECTURES.

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University of Toronto
TORONTO, CANADA

August 9, 1917.

Sir Robert Falconer,

President,

University of Toronto.

Dear Mr. President:

Dr. Abbott has asked me to write you regarding the appointment of a stenographer in the Extension Office. He would recommend Miss R. Margaret Grier to be appointed on the regular staff at a salary of $650.00 per year, beginning September 1st.

Miss Grier graduated from Trinity College in 1915 and has been on the temporary staff of the Public Library since January.

Miss Macallum was in the office during July and received the holiday money for August. What stenographic work is necessary this month is being done by Miss Walters of the University Alumni Office.

Yours sincerely,

Harriet M. Laller

Letter, Harriet M. Laller to Committee on University Extension
Aug 1917